

Hixon Parish Council

Minutes of Parish Council Meeting Tuesday September 18th 2012

**In attendance for all or part of the meeting:**

Cllr B McKeown (Chair), Cllr J Carmichael, Cllr P Hopcroft, Cllr Mrs S McKeown, Cllr D Sephton, Cllr G Tummey.

Members of the public: See list of people signing as In Attendance.

Ref	Item	Action
001/12	Apologies received from: Cllr Mrs C Hassall, Cllr R Tonge (retrospectively) and from members of the Public: Cllr Mrs J Tabernor, Cllr A Stafford-Northcote, Cllr L Bloomer.	-
002/12	No declarations of interest were made.	-
003/12	Minutes of meeting July 17th 2012 were accepted as accurate.	-
026/10	Survey on Rural Exception Housing from Housing Plus and Stafford & Rural Homes: Planners have approved all 3 sites put forward, Highways have approved 2 of the sites. Agreed to give permission for land owner of preferred site (number 11) to be approached.	Clerk
067/09, 081/09	Speed and Highway Safety in Hixon Parish. Maps and details/proposals of highway safety measures have been sent to Chris Mitchell for comments and prices. Cllr. Tummey to find out details of Homezone requirements. No further update available. Main contact within Highways is likely to be Harfan. Clerk to contact Chris Mitchell asking for movement forward as precept needs to be set for 2013-2014. shortly.	Clerk (and Cllr. Tummey)
As above	Speedwatch Campaign: Since the June report 11 sessions have been performed at 4 of the 5 sites. The Safety Camera van will now operate in both Church Lane and New Road, due to requests from Cllr Tummey. Cllr Tummey expressed his thanks to all the volunteers who help with Speedwatch. The Chair expressed thanks to Cllr Tummey and all the volunteers for their efforts with Speedwatch.	-
021/09, 023/09, 074/09, 091/09	Playing Fields Report: No problems. Sponsor board now in place. Invite Staffs Environmental Fund representative along to unveil the board. Chair to contact Stone Canoeist to official ceremony. Fresh Air Fitness have had a team out to sort out the problem with the rust again. If problems re-appear, take Fresh Air Fitness up on replacement offer. Clerk to tabulate prices received for repairs from the 3 contractors that are quoting. Tennis nets were up for about 5 weeks: some people were moving them to allow football to be played on Muga. Equipment/Muga being well used. Bench looking a little bit the worse for wear. Acer are dumping grass cuttings on bank and not just in two plies at bottom of playing field as requested - Clerk to contact Acer about this.	Chair/Clerk
097/07	Allotments: Sponsor board now in place. Awaiting official opening ceremony. Plans for derelict building to be looked at in October. Need planning permission and an idea of costs plus sources of funding. Clerk to find out if planning application by Parish Council is free. Allotment paths are to be kept weed free by allotment holders.	Chair/Cllr Mrs S McKeown. Clerk
063/08 & 043/09	Walk leaflets: Leaflets have been updated with details provided - Leaflets finished with the exception of Hixon Heights Walk - fingerpost present but rather too far up the hill and would be better on other side of road (should be on side nearest where the path goes through the residential property). Revised walks will go on website, interested parties can print them from there. Clerk to contact Footpaths people re siting of fingerpost.	Clerk
201/06	Disputed Land at Hammonds Croft: Plan showing piece of land transferred has been prepared and agreed with householder - copy has been provided to householder for forwarding to Land Registry with paperwork and fee. Awaiting feedback from householder's solicitor that everything completed.	-
046/09	Publicity for Compass magazine - Chair to provide monthly articles by 2nd Monday in the month. Chair to write article re Sycamore Drive Play Area for Compass. Cllr. Tummey has offered to help e.g. by preparing information on Speedwatch and preparing a resume of the PC meeting for Compass.	Chair/Cllr Tummey

094/09	Land Registry: Checking which bits of land are registered as owned by Hixon Parish Council. Hammonds Croft and Sycamore Drive land title registers purchased - OK. Ridgeway OS is registered, Lauder Grove is unregistered, Church Road is unregistered, Meadow Glade is unregistered. Car Park is registered, Greenfields and Featherbed Lane are unregistered. Need to change some title registers from Stowe PC to Hixon PC. Clerk and Cllr Sephton have looked through old files stored at back of Memorial Hall. The original Playing Fields gifting document has been found, together with other paperwork on land. Most files from the cabinets have now have been discarded. Clerk to look through files and liaise with Land Registry.	Clerk
101/09	Car Park light: Bollard light has arrived and is with contractor. Installation to follow shortly.	Clerk
051/10	JBM - EA sent on a "letter" from JBM re increasing the height of the chimney stack and consulting residents - it was decided to go back to the County Council asking about the proposed liaison committee: County Council are organising a liaison group to include Hixon PC. The letter sent on by the EA was apparently an invitation top consult, a "paper" letter has now been received. Decided to reply saying that PC will discuss the proposed new chimney stack once a formal planning application has been received. Letter has been sent to JBM. Level of problems and complaints re smell and noise has increased again recently. St Peter's school have had a consultation meeting with JBM , they felt the proposed new chimney would have several advantages over the current situation. County Council liaison group should be close to being set up as the local agreement is close to being finalised.	Clerk
061/10	HR Working Group: Cllrs Tummey, Sephton (and Hopcroft if available) will meet with Chair to finalise. Meet on Tuesday 9th October at 8pm in Bank House. Clerk to send out reminder.	Cllrs. Tummey, Sephton, Hopcroft, B McKeown/Clerk
064/10	Bus service changes - Cllr Mrs S McKeown and Cllr B McKeown attended a meeting discussing a combined bid for funds for Community Transport from County Council (awarded by the Lottery Fund) on January 25th. It is a Ring and Ride scheme with volunteer drivers. Person requesting the ride pays the volunteer, volunteer passes money to the organisation and the organisation pays the volunteer's mileage plus a little bit over. Tixall with Ingestre, Hixon and Colwich present. Stowe by C may be interested. Could operate as different schemes with one (paid) co-ordinator. Questionnaires are being produced to establish the interest in the village. Questionnaire will not be provided by Colwich PC but they have provided information. Put article in Compass and Newsletter to establish interest. Cllr Mrs S McKeown has prepared a piece for Compass magazine, this was sent to Compass in June.	Cllr Mrs S McKeown/Chair
046/11	Encampment at side of canal in Pasturefields: Canal boats set up a camp on the canal at Pasturefields, a Romany caravan is also there. SBC Planning are looking in to this and also static caravans parked at the side of the canal. SBC have asked for help from residents to record movements etc. at the encampments over a 28 day period. Two possible volunteers to do this. Chair will ask one person to keep a log. Planning Enforcement are following procedures with a view to enforce planning permission application - boat owners say that boats are not in the water as the bank has eroded and the boats are on land. British Waterways have not given permission for boats to be moored. Enforcement action is going ahead, certain items have been removed. The legal department of SBC have written giving intent of a summons. The time runs out Monday Sept 24th.	-
032/11	Consider Website update/revamp: We are nearly at the stage where we can do things ourselves with the new website. News page has been set up. Send a link to all Councillors so that everyone can have a look at what has been set up.	Clerk/Chair
005/12	Community competition 2012: Presentation evening will be Monday October 8th at 7.30 for 8pm in Green Man. Clerk to send out reminder. Expenditure/pizes etc. agreed as same as last year.	Clerk

015/12	Revised Code of Conduct: Code of Conduct from the Borough Council has been published - can use this draft version for Parish Council. Main difference from previous code is that the pecuniary interests of spouses/partners now have to be disclosed. Circulate draft model 2012 and current Hixon Code of Conduct to all councillors. All to look at and note obvious changes	Clerk to circulate. ALL to look for changes
032/12	Local Development Framework: response to most recent consultation: Response has been sent in to SBC planning. Leave on agenda for updates etc.	-
036/12	Consider Street Lighting Energy Conservation Initiative: Cllr Tummey reported that all new bulbs fitted in street lights will be energy efficient so lights will be slightly dimmer. If the PC wants some lights to be turned off during part of the night, the CC will fund this but if the PC later wanted to reverse this decision, the PC will have to pay for the reversal. Part night switching cannot be done in certain areas e.g. near zebra crossings, road junctions. Put advisory article in our next Newsletter saying to let PC know if they have strong views. General feeling was to leave all street lights on at night, in Hixon. Industrial estates may be able to turn some off.	Chair - Newsletter
037/012	Public meeting for 12/16714/OUT Building for Use Class B1(Business) and/or Use Class B2 (General Industry) and/or Use Class B8 (Storage and Distribution) (outline) - access, appearance, layout and scale to be determined - Air & Ground Aviation Land Off New Road, Hixon. The notes taken at the meeting were agreed as representative and will be included with the minutes from June's meeting. Concerns were raised at the meeting by a member of the public that someone was audio recording the meeting. The man was asked by the Chair if he was actually recording the meeting and replied "No". This was witnessed by Cllr Sephton. It was agreed that a flyer should be distributed to residents once the date of the committee meeting is known. A coach will be arranged to take residents to the meeting. Clerk to request date of site visit and committee meeting from Mark Alford. A dossier will be provided to Planning Committee members a few days before the meeting, prepared by the Chair. Cllrs. Tabernor and Perkins have been asked for their support against the planning application, as Hixon residents have demonstrated that they do not want this building. Case Officer has not made a decision on this yet, no site visit or committee dates set. The 13 weeks decision making timeframe was up at end of July - Clerk to contact case officer to establish if application is still valid/what the current situation is.	Clerk
038/12	Correspondence received as a result of public meeting (037/12): discussed In Camera.	-
039/12	Hammonds Croft open space: It is believed that the PC own the hedge on left hand side of open space, viewed from the front. Clerk to take a look at height of hedge etc.	Clerk
040/12	Banks opposite Memorial Hall: shrubs causing visibility problems. Chris Mitchell has advised formally notifying Highways of the visibility problem so that investigations can be made by Highways officers. Cllr Hopcroft suggested that Highways also be formally informed of the visibility problem when turning out of New Road on to Martins Way - this was agreed by Cllrs. Highways suggested that the NHT cut down the offending shrubs - Clerk to check that Highways think the shrubs are causing visibility problems and that they need to be removed.	Clerk
062/11	Sunken path - Hammonds Croft to Church Lane link: discuss quote for repair to tarmac of £280 + VAT. The quote was agreed as acceptable (price is for when the contractor is in the area with spare tarmac) but decided to wait until later in the year in case the recent wet weather causes further subsidence (a drainage stream runs underneath the path). It was agreed to go ahead with this work now.	Clerk to notify contractor
041/12	Low flying helicopters over Hixon and the Airfield Estate: A resident has reported a problem with a helicopter landing just in front of her on the Airfield Estate, causing distress to her dogs. Some low flying helicopters have also been noted over Hixon. Decided not to take any action at present. Remove from agenda.	-
017/12	Chairman's announcements:	None
	The annual asset inspection is due - agreed a date of Sunday October 21st at 10am by Hall/car park. Clerk to send out reminder.	Clerk

018/12	Councillor Questions:	
	Cllr Mrs S McKeown requested information to be sent to her for a finance check.	Clerk
	Cllr Hopcroft reported that there is a large amount of ragwort growing on the verges of the A51 between New Road and Weston.	Clerk to notify Highways
	Cllr Sephton reported that there had been a burglary in the village - break in was at the front of the house, movement sensors were deliberately avoided.	-
	Cllr Tummey reported that the zig-zags outside the school had been partially obliterated by road resurfacing and the the Martins Way "Give Way" marking had still not been reinstated.	
	The trees bordering the car park need trimming as they they are too low. Clerk to get quote and also include removal of willow tree bordering the car park.	Clerk
019/12	Date of next meeting: October 16th 2012.	Clerk to book Memorial Hall
020/12	Public Participation	None
021/12	Planning Applications:	
	121/17568/FUL Construction of new agricultural livestock/storage barn, Common Farm, Pasturefields	No objection
022/12	Planning Reports	
	12/17160/HOU Two storey rear and side extension together with replacement and additional dormer windows, and replacement front porch. Modifications to existing drive and hardstanding including forming of new vehicular entrance off Lea Road. Four Winds Lea Road Hixon Stafford ST18 0NR	Permit
	12/17236/HOU Pasturefields Farm, Pasturefields: Proposed first floor extension	Permit
023/12	Bank Reconciliation.	Performed
024/12	Schedule of agreed payments	Paid as per below:
	C Gill salary - September (gross). Local Gov act 1972 s111.	£622.26
	C Gill expenses - September. Local Gov act 1972 s111	£48.50
	Reimbursement C Gill mileage (26 miles @ £0.45p/mile). Local Gov act 1972 s111	£11.70
	Reimbursement of C Gill for stamps - (12x50p = £6). Less £2.40 for incorrect stamp price in July = £3.60. Local Gov act 1972 s111	£3.60
	Acer Garden Landscapes for July's mowing (less retention)	£711.64
	Acer Garden Landscapes for August's mowing (less retention)	£852.33
	Fenns Stationery: ink cartridges	£38.16
	Wicksteed for play equipment inspection	£54.00
	Abacus (bollard light)	£435.95
	Information Commission: Fee for renewal of registration	£35.00
025/12	Correspondence received: Staffordshire Police Authority Transition Update, SPCA info. on Fidelity Guarantee Insurance, Community Council of Staffordshire - invitation to AGM, SLCC - Notice of AGM, Invitation to Battle of Britain Commemoration, Invitation to Mayor's Charity Dinner and Diamond Ball, Invitation to Staffordshire Playing Fields AGM and Annual report, SPCA - July 2012 Newsletter, Annual Report and posters on Community Council bulk oil buying scheme.	

Meeting finished at 9.45 pm.